

**TOWN OF ROCKY HILL
PUBLIC BUILDINGS COMMISSION
MEETING OF DECEMBER 8, 2014**

Present: Chairman Bryan Addy, Vice Chairman Todd Marchand, Commissioner Tom Beaudoin, Commissioner Chris Ford, Commissioner Sal Ganci and Commissioner Peter Parrotta. Also present were: Jim Sollmi (Director of Community Development Services), John Mehr (Finance Director), Mike Sorano (Friar Associates), Adam Palmer (Friar Associates), Tyson Burk (O & G Industries, Inc.) and Mike Mancini (Director of Facilities for Bd of Ed).

Absent: Commissioner Jay Kelly.

1. CALL TO ORDER

Chairman Addy called the December 8, 2014 meeting of the Public Buildings Commission to order at 5:04 p.m. in the Council Chambers, Town Hall, 761 Old Main Street, Rocky Hill, CT.

2. OLD BUSINESS

a. RHHS Project – Discussion and Possible Action

Chairman Addy asked for an update. Tyson Burk said they are currently doing excavating and foundations are being poured in area 1A, which is the new different portion of the building. Installation for the drainage for the yard drains has started where the new bus turnaround is. Under slab drainage will be started this week.

Chairman Addy asked if there was a question with regards to the schedule. Commissioner Ganci referred to the steel and he asked if that will be delivered at the end of December. Tyson Burk said they have a delivery for that scheduled right now for December 22, 2014.

Chairman Addy asked how things are going within the existing building. Tyson Burk said they are still working on the coordination with regards to getting the electrical and HVAC through the building. Commissioner Beaudoin asked if all of the issues with regards to obstructions have been resolved. Tyson Burk said they are working those out right now and Phase I is being focused on. Commissioner Beaudoin asked if the underground proposal for the change is off of the table now. Tyson Burk said correct. Commissioner Beaudoin asked why this hadn't been researched prior to them spending as much time as they did and Tyson Burk asked if this was with regards to going underground. Commissioner Beaudoin said this would be looking for an alternative route prior to discussing going to the underground. Tyson Burk said they thought the underground route would be less expensive instead of going through the building but it wasn't so they are looking at alternate ways to get this through the building.

Chairman Addy asked Mike Sorano if Friar Associates had anything to add and they didn't.

b. West Hill Sprinkler Project – Discussion and Possible Action

Chairman Addy believed they were still waiting on the revised Change Orders. Finance Director Mehr said yes.

3. NEW BUSINESS

a. Approval of 2015 PBC Meeting Dates

Finance Director Mehr said this needed to be approved and then it would be turned in to the Town Clerk. This will be their official 2015 schedule. Items would be able to be added to the agenda for those meetings.

Commissioner Beaudoin asked if the starting time for these meetings could be at 5:30 p.m.

Commissioner Ganci made a motion to approve the Public Buildings Commission 2015 Meeting Schedule with all meetings to begin at 5:30 p.m. (instead of 5:00 p.m.). The motion was seconded by Commissioner Beaudoin and adopted unanimously by those present.

**PUBLIC BUILDINGS COMMISSION MEETINGS
MEETING SCHEDULE 2015**

(2ND Monday of the Month unless Monday is a Holiday)

Monday, January 12, 2015

Monday, February 9, 2015

Monday, March 9, 2015

Monday, April 13, 2015

Monday, May 11, 2015

Monday, June 8, 2015

Monday, July 13, 2015

Monday, August 10, 2015

Monday, September 14, 2015

***Tuesday, October 13, 2015 Columbus Day**

Monday, November 9, 2015

Monday, December 14, 2015

***Tuesday meeting is scheduled due to holiday on Monday.**

All meetings begin at 5:30 p.m. unless otherwise noted on agenda.

4. ANY OTHER BUSINESS

Chairman Addy asked what would be coming up that the Public Buildings Commission had to prepare for because he believes they are going to be charged with the Stevens School project (for the sprinklers). The Town is currently in the process of a RFQ, which he believes is due this Friday, for a Construction Manager (CM) for this, as well as for the West Hill School bathrooms and for the boiler replacement at Griswold Middle School. He asked if the CM approval would come through the Public Buildings Commission or if it would be a Board of Education thing. Mike Mancini believes this would be the Board of Education. Commissioner Parrotta asked if the Town Council has done a Resolution yet stating who this would be. Finance Director Mehr said not yet. Commissioner Parrotta said the amount for this is over \$250,000 so that Resolution should be forthcoming.

Finance Director Mehr thinks the Stevens School sprinkler project has been altered to have an elevator added on to it, which Mike Sorano is incorporating. Finance Director Mehr said they will see what the CM's RFQs look like. A charge will have to be written at some point. This will need approval from the Government Operations Committee and the Superintendent will have to sign off on the EDO49 form.

Chairman Addy asked if anything is in concrete that will be through the Public Buildings Commission with regards to any of the forthcoming schools in Rocky Hill. Commissioner Beaudoin said that will be a CREC school, which will be a completely different funded source. Finance Director Mehr believes they will follow the lead of CREC for that because they will be paying 80% to 95% of the cost of the Rocky Hill school supposedly, as well as building a Pre K-5 building. Commissioner Beaudoin confirmed that this will be on Brook Street and was told yes. Chairman Addy confirmed that these are going to be Town owned buildings. Mike Sorano said CREC will own theirs and Rocky Hill will own theirs.

5. CORRESPONDENCE, COMMUNICATIONS

Chairman Addy said the Change Order Subcommittee has been meeting regularly on Thursday afternoons. Commissioner Parrotta asked if the RHHS property is also toured by that Subcommittee. Chairman Addy said they haven't walked through the building. Commissioner Ganci said there isn't much to look at, at this point, and he thinks they will walk through the building at least once a month once the steel is started to be put up. He asked if it has been determined if the Subcommittee is going to be charged with preliminarily reviewing the requisitions. Chairman Addy asked if there is going to be subcontractor backup to each of the requisitions. Finance Director Mehr said O & G Industries, Inc. has the lead schedule and the

corresponding contractors as the backup. The O & G Industries, Inc. lead schedule is the only thing that has been provided to this Commission. These are one liners for each of the contractors. Chairman Addy wondered if it made sense to have a Public Buildings Commission Subcommittee set up that would go to the trailer on the site once a month to go through this with the actual subcontractor backup. Commissioner Ganci said this had been discussed last week and the Change Order Subcommittee is already there so they can do a quick walkthrough. Tyson Burk's backup will be sitting there. This will then go to Mike Sorano if the Subcommittee approves it and it will go to the Town before it comes to the Public Buildings Commission for the final blessing. Commissioner Ganci said it was thought that this would be the quickest way through for this. Chairman Addy said they have their hands full with Change Orders sometimes so he is concerned about time. Commissioner Ganci said they have to trust somebody to say that they are 20%, etc. complete. He thinks they can get through without adding another layer unless someone else would rather take that part over. Commissioner Parrotta said it sounds like they have this under control right now and this can be brought up again if they have a need to expand this. Commissioner Ganci said they are going to be managing quite a bit of the Change Order funds already so they will know what is going on with the Change Orders, etc.

Commissioner Parrotta asked if there has been a decision on a dollar figure that someone at the table now has authority to approve. Finance Director Mehr said the Staff (made up of him, Jim Sollmi, Mike Mancini and Town Manager Scaife) has authority up to \$20,000. Finance Director Mehr said the Change Order Subcommittee has authority between \$20,000 to \$100,000. The Government Operations Committee has to approve anything above \$100,000. Commissioner Parrotta asked if the Public Buildings Commission isn't involved at all with the Change Orders. Commissioner Beaudoin said the Public Buildings Commission will review them and make recommendations. Commissioner Ganci said it has been discussed that if it is something that can wait then it can be brought to the Public Buildings Commission even if it is under \$100,000. He thinks the Subcommittee has been charged with that dollar amount for something that can't wait. There have been a lot of Subcommittee meetings in order to try to minimize the number of impacted Change Orders that would affect dollars or schedules. They aren't trying to supersede a group. Finance Director Mehr said this is more for an approval to proceed.

Chairman Addy said he sees Adam Palmer's signature on the requisitions that come to the Public Buildings Commission and he asked Mike Mancini if he reviews anything on site at all with these. Mike Mancini said he is on site three to four times per week and he goes over every piece of paper with Tyson Burk. Quite a few people look at these before they get to Finance Director Mehr and the Public Buildings Commission. Chairman Addy didn't think then that they had to put another layer into the process with regards to getting into the details of the requisitions and thinks the summary pages are fine.

6. BILL PAYMENT RECOMMENDATIONS

Chairman Addy said these are for RHHS.

a. Friar Associates, Inc.

Commissioner Ganci made a motion to approve payment of Friar Associates' invoice, billing through November 30, 2014, in the amount of \$28,400. The motion was seconded by Vice Chairman Marchand and adopted unanimously by those present. (Please see the First Attachment.)

b. O & G Industries, Inc.

Finance Director Mehr said there were two payment applications. One is for the preconstruction costs incurred during the preconstruction phase and one relates more to the construction phase. Chairman Addy said they had pretty much approved the scope items on Payment Application # 2 at this Commission's previous meetings and this bill has just been reconfigured so it could be understood a little better. Commissioner Ford asked if the CM reimbursables and the Construction Management fee align with the revised thirty-eight or thirty-nine month schedule now because the GMP schedule had been based off of a thirty-six month schedule at one point so the percentage was going to be adjusted accordingly. Finance Director Mehr thinks this is being billed for thirty-six months with a start date of August (2014). On Payment Application # 2, the first CM fees are for August and September. Tyson Burk said his understanding from the GMP finalization last week is that they are going to bill out for thirty-six months and then the number would be discussed once they get to that point. Chairman Addy thinks that construction will be through October 2017 based on the GMP. This represents thirty-six months although technically it will be thirty-eight or thirty-nine months with the preconstruction and closeout so they would like to see the remaining funds from the CM reimbursables and the Construction Management fee being allocated throughout the remaining months. They would rather pay along with the construction schedule. Tyson Burk said he would get back with the people in his department about this and then he will get back to this Commission. Chairman Addy said he didn't have a problem with this now and Commissioner Beaudoin agreed because this has already been billed so they didn't want to hold up the requisitions but they can take the amount and divide it going forward. Commissioner Parrotta asked Finance Director Mehr who makes that decision. Finance Director Mehr said this would have been in the GMP agreement that had been approved at this Commission's last meeting. Commissioner Parrotta asked if the agreement is going to have to be revised now or if it is just a matter of spreading out the payments and he asked Finance Director Mehr if he didn't see a problem with this being changed. Finance Director Mehr thinks the bottom line will stay the same but it would be either over thirty-six months or thirty-eight. He doesn't see a problem.

Commissioner Beaudoin asked if there is a temporary electrical contractor doing the temporary work versus Dyson doing the whole thing. Tyson Burk said yes. A deduct Change Order has been done to Dyson's allowance and funded to Keel Electric for them to put the service in for the trailers. Dyson, in their contract, does own the removal of the temporary service at the end of the project, as well as the site contractor.

Commissioner Parrotta made a motion to approve payment of O & G Industries, Inc. Application No. 2 (in the amount of \$466,405.50) and Application No. 3 (in the amount of

\$456,747.65). The motion was seconded by Commissioner Beaudoin and adopted unanimously by those present. (Please see the Second Attachment.)

c. Consulting Engineering Services (CES)

Chairman Addy asked if the \$5,850 is up-to-speed with current payments or anything past due. Finance Director Mehr said the bulk of this relates to the construction phase. Chairman Addy asked if this amount lines up with the thirty-five remaining months they have or he asked if there is going to be more when each phase is closed out. Mike Sorano said partial commissioning will be done at the end of each sub-phase. CES needs to be contacted to get an explanation of how they are going to be billing. Chairman Addy said he will touch base with Finance Director Mehr to get an e-mail out to CES. Chairman Addy asked what CES is billing for right now. Mike Sorano said CES is doing submittal reviews throughout the course.

Vice Chairman Marchand made a motion to approve payment of the Consulting Engineering Services, Inc. invoice in the amount of \$5,850. The motion was seconded by Commissioner Ganci and adopted unanimously by those present. (Please see the Third Attachment.)

d. EnviroMed Services

Chairman Addy asked if the Town is in direct contract with EnviroMed Services and Finance Director Mehr said yes. These invoices are mainly for the summer abatement that had been done and some special projects had come up for a pipe that was in the crawl space. Commissioner Parrotta asked if they are in good shape and Mike Sorano said yes. Commissioner Parrotta asked if there was a separate invoice for the work for the pipe. Finance Director Mehr said they had to get State approval for that to be done and it was done on a long weekend.

Chairman Addy referred to an amount of \$250 on Invoice # 4 with regards to a PCB project monitoring report but he didn't think they had PCB's on the job so he asked if it is standard for this to just be reported about. Finance Director Mehr said a written report is provided listing the results of asbestos and PCB testing. Chairman Addy asked if they have that report and Finance Director Mehr said Mike Mancini has it. Commissioner Parrotta asked Mike Mancini if he read through this and if the standards were met. Mike Mancini said yes.

Commissioner Ganci made a motion to approve the payment of the following EnviroMed Services, Inc. invoices: Invoice # 1 (in the amount of \$2,600), Invoice #2 (in the amount of \$2,600), Invoice # 3 (in the amount of \$9,447.50), Invoice # 4 (in the amount of \$500), Invoice # 5 (in the amount of \$2,485) and Invoice # 6 (in the amount of \$1,835). The motion was seconded by Commissioner Ford and adopted unanimously by those present. (Please see the Fourth Attachment.)

Commissioner Parrotta asked if this will wrap up this project. Finance Director Mehr said this will be done as needed. Mike Mancini said this will be done during every phase.

7. ADJOURN

Commissioner Beaudoin made a motion to adjourn the meeting at 5:37 p.m. The motion was seconded by Vice Chairman Marchand and adopted unanimously by those present.

Respectfully submitted,
Jo-Anne Booth
Recording Secretary